



Activity Site Training

Campus Activity Coordinator Meeting

Wednesday, September 23, 2026





Student Activities Team

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OUR PURPOSE

The Student Activities Department creates experiences for students to participate in extracurricular activities while providing students and teachers with necessary resources and support to be successful at no cost to schools.

PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

2025-2030 Constraint 1:
Ensure high quality student experience for all.

CPM 1.3: The percent of students participating in extracurricular activities will annually meet or exceed a threshold of 73%

Students have the opportunity to participate in:

- Athletics
- Visual and Performing Arts
- Academics
- Service & Leadership
- Avocation

Tracking Activities:

- **Count Every Student:** Track with fidelity. Lets see the accurate information of who is joining clubs and after-school events.
- **Document All Clubs:** We want to see what all our students are apart of!
- **Log After-School Fun:** Keep tabs on student attendance at after-school activities.
- **Keep Digital Records:** Log all student participation info on the activities website.



SCHOOL PERFORMANCE FRAMEWORK (SPF)

- Formally LAS (Local Accountability System)
- The SPF (School Performance Framework) does include extracurriculars in the calculations.
- Information is referenced in campus walks.
- Asked for accurate information.
- Document participation using Activities Site.



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Making the Grade

- Number of students participating in at least one extracurricular or co-curricular activity.

100 Percent Student Participation = 50 Points

- Variety of activity options available from the following categories: Athletics, Academic, Visual & Performing Arts, Service Leadership, and Avocation.

4 of 5 Categories = 30 Points

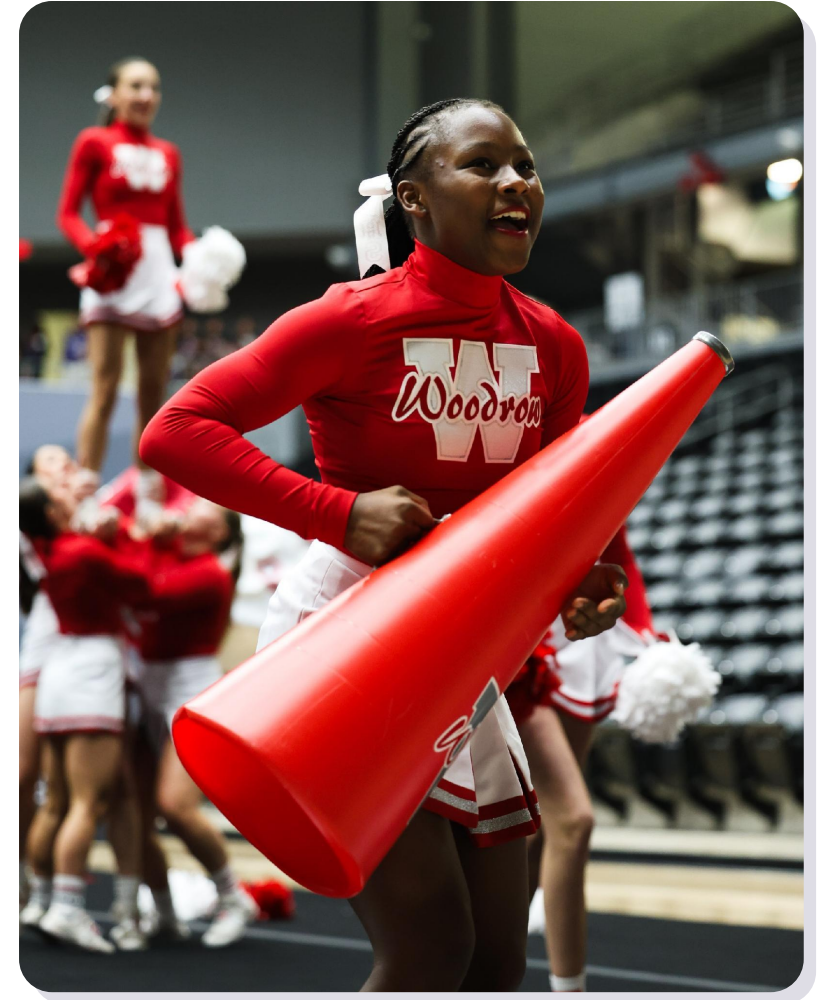
- Number of teachers involved in supporting extracurricular and co-curricular activities.

100 Percent Teacher Participation = 20 Points



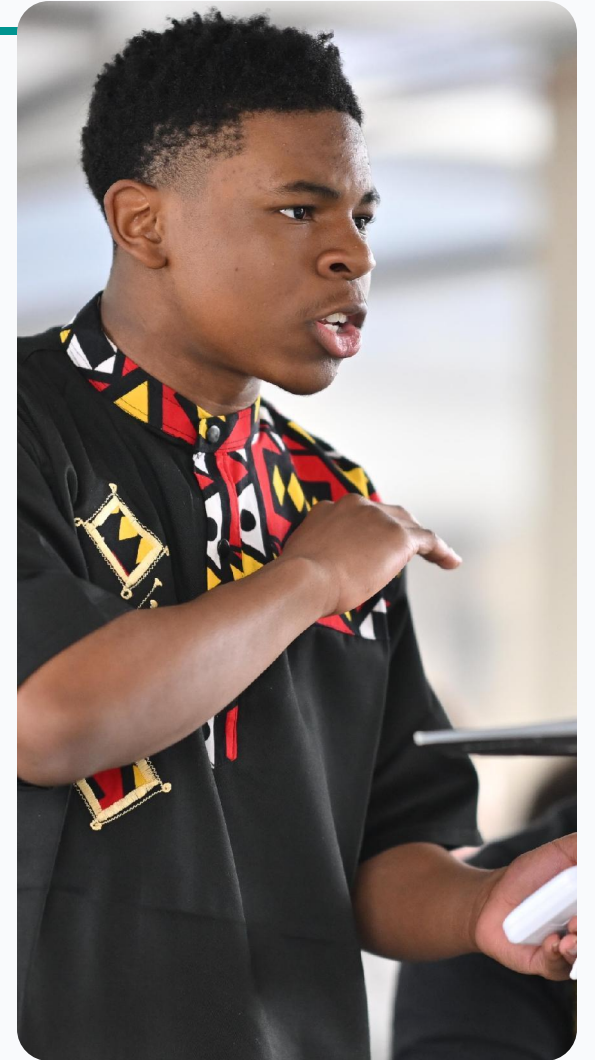
ACTIVITY REQUIREMENTS

- Clubs/activities must be approved by the principal.
- Students must have **written parent's permission** to participate.
- Students and teachers must have a choice in participating.
- Students must show consistency by being a member of a club/activity for at least **nine** meetings to get credit.
- Clubs/activities should have a set meeting time, calendar of events, membership roster, and attendance sheets documenting participation.
- Club/activity should sponsor at least one event that occurs outside of the set meeting time.



ACTIVITY REQUIREMENTS

- Clubs/activities must be posted on your school website.
(WAIP DEADLINE October 16)
- Club/activity must have student officers (6th-12th grade only).
- Clubs/activities should be fun and memorable.
- Clubs/activities should help students feel connected to the school or part of a team.
- Club/activities should engage participants in student-centered learning.



CATEGORY BREAKPOINTS

Category	High School	Middle School	Elementary
Athletics	10	8	5
Visual & Performing Arts	10	8	5
Academics	10	8	5
Service & Leadership	7	5	3
Avocation	7	5	3

Multilevel campuses must meet the requirements of their highest grade band.

- Must meet minimum activity requirement to receive credit for each category.
- 4-5 Categories = 30 Pts; 3 Categories = 20 Pts; 2 Categories = 10 Pts;
1 Category = 5 Pts



CATEGORIES DEFINED



- **Athletics** – an organized sport that is sponsored by UIL and/or campus and provides students the opportunity to play on a competitive team with a fall and/or spring schedule of events.
EXAMPLES: UIL Sports, Cheerleading, Intramural Sports, T-ball, etc.
- **Academics** – a program/organization that complements the academic curriculum and challenges students to demonstrate mastery of specific skills and knowledge while promoting one or more aspects of a field of study. **EXAMPLES:** Academic UIL, Chess, Debate, Yearbook, etc.
- **Visual & Performing Arts** – an organization/club that promotes visual and performing arts while providing students the opportunity to showcase their talents in the arts.
EXAMPLES: Art Club, Ballet, Choir, School Play/Musical, Step Team, etc.
- **Service & Leadership** – an organization/club that advocates student leadership, volunteerism and scholarship while promoting community engagement and citizenship.
EXAMPLES: 4-H Club, NHS, NJHS, PAL, Recycling Club, JROTC, HOSA, etc.
- **Avocation** – an organization/club that promotes hobbies outside of classroom work, particularly for pleasure or interest.
EXAMPLES: Anime, Arts & Crafts, Board Games, Garden Clubs, Crochet, etc.

Student Activities



Activities



Competitions



Dashboard



Field Trip Requests



Student Activities Website



How To Use This Site



DOCUMENTING PARTICIPATION

- Go to [Dallasisd.org/Activities](https://dallasisd.org/Activities)
- **Snapshot Dates:**
 - 10/16/2026
 - 12/4/2026
 - 3/25/27
 - 5/7/27

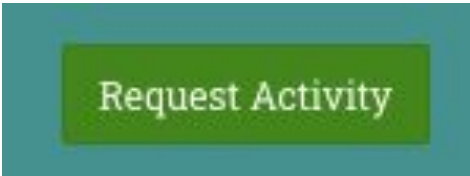
HOW TO DOCUMENT INVOLVEMENT

- Search Activity Catalogue
- How to Request a New Activity
- Add Students & Sponsors
- How-to Choose a Dual Category Activity
- **How-to take Attendance**



SEARCH ACTIVITY CATALOGUE

- Search for activity names, AND keywords
- Could be a similar club already existing
- Do not request grade level, or school mascot related clubs
- If you can't find something related to what you're looking for, request it!



Activities	
Activites	Activity Catalog
<div><input type="text" value="Q"/> <input type="button" value="Go"/> <input type="button" value="A"/></div>	
Activity	
ACADEMIC UIL	The University Interscholastic League challenges students to think critically, extend their knowledge, and compete at the highest level.
AFTER-SCHOOL ALL-STARS	After-School All-Stars founded by the Dallas ISD, is a program that provides students with a safe, supervised environment to engage in various activities and sports after school.
AMBASSADORS	Students picked to represent the school at various events and conferences.
ANIMAL PROTECTION CLUB	An animal rights club gets students involved in animal welfare and the community.
ANIME	An anime club is an organization of students who share a common interest in anime.
ASSEMBLY BAND	The Assembly Band is a group of students who play instruments and sing in a band.

CREATING A NEW SCHOOL ACTIVITY

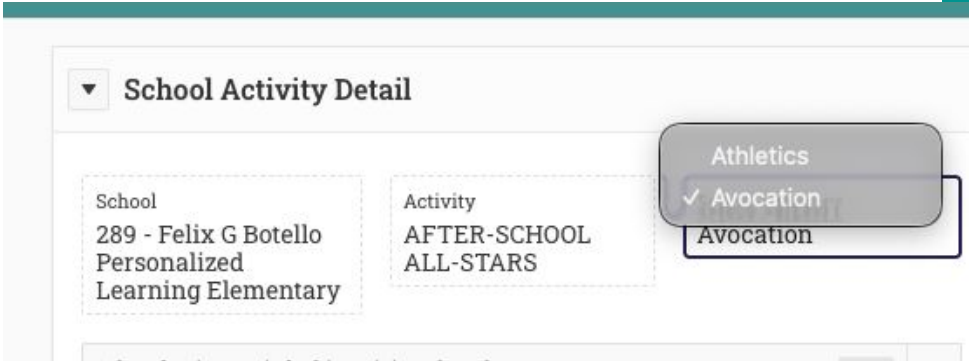
- On the ACTIVITY TAB
- Add students, sponsors, and take attendance.
- Assign sponsors to students for easier tracking

The screenshot shows the 'School Activity Detail' form. The 'Activity' dropdown menu is open, displaying a list of options: ACADEMIC UIL, AMBASSADORS, ANIMAL PROTECTION CLUB, ANIME, ANNOUNCEMENT TEAM, ART CLUB, and ARTS & CRAFTS CLUB. The 'ARTS & CRAFTS CLUB' option is selected. Other fields visible include 'School' (289 - Felix G Botello Personal), 'Description' (Arts & Crafts Club is a fun way for students to learn about making household objects into works of art. The activities are easy, thought-provoking, and educational.), 'Category' (Avocation), 'Dual Category' (Visual & Performing Arts), 'Department', and 'Grade(s)' (K - 12). A green 'Create School Activity' button is located at the bottom right.

The screenshot shows the 'Students' tab in the 'School Activity Detail' form. It features a search bar with a magnifying glass icon and a green button labeled 'Add Student'. Below the search bar, a green bar contains a plus icon and the text 'Student Search'. A search icon is also present. At the bottom, a message states 'No students found'.

CHOOSING THE RIGHT CATEGORY

- Use the DASHBOARD to see where you need more activities to complete a “bucket”
- Change Dual Category Activities in the Activities Tab
- You only receive credit for the assigned category, not both!

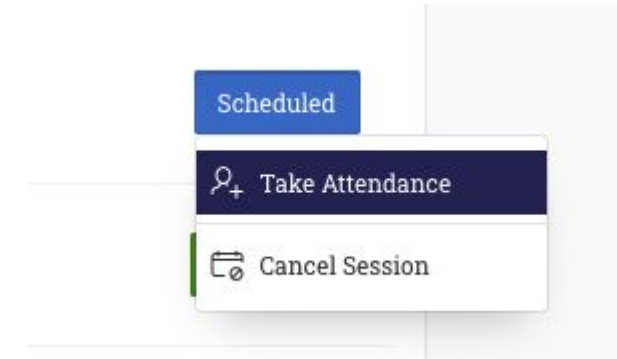


Extracurricular Opportunities		Categories	
0 / 30 Extracurricular Opportunity Points		0 / 5 Academics	1 / 5 Athletics
0 Category Points			

Activity ↑	School Category	Category	Dual Category
AFTER-SCHOOL ALL-STARS	Avocation	Avocation	Athletics
ARCHERY	Athletics	Athletics	Avocation

TAKING ATTENDANCE

- Use the Activity Site to take attendance for your club practices
- The coach should be responsible for logging in and taking attendance
- Your role is to follow up and guide the campus
- Team Effort!



) y - Grade: 3	Absent
y - Grade: 5	Absent
y - Grade: PK4	Absent

DOCUMENTING PARTICIPATION

- Document Student Participation
 - www.dallasisd.org/activities
- Step-by-step process provided
 - <https://www.dallasisd.org/Page/65155>
- Enter information by the three designated snapshot dates:
 - 10/16/2026
 - 12/4/2026
 - 3/25/27
 - 5/7/27



DOCUMENTING PARTICIPATION



- Communicate tech questions directly with Student Activities Department



- **Activity Verification:**

- Red Flag Reports
- Can happen because too many, or too few students/teachers are involved.
- Keep sign in sheets.
- Track attendance.
- Throughout the year we will reach out to verify information entered.
- Don't be alarmed, we just want to verify!



Questions?

We will be hosting Office Hours on:
Wednesday October 14, 2026
From 5-6pm

Come with questions and we will get
you any assistance you require!



THANK YOU

Questions?

Contact: Thomas Hunter | 972-749-5679 | THOHunter@dallasisd.org